Part 1

OPERATIONAL DESCRIPTION

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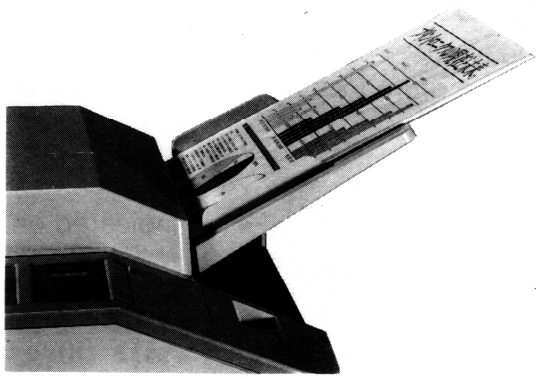
ADF (Automatic Document Feeder)

ADF is the abbreviation for Automatic Document Feeder.
You can have about 10 originals in the original-holder for ADF.
By setting ADF on, even with only one original in the holder, the processes from master-making to printing are automatically performed.



Note
ADF function can't be used with a carrier sheet.
➡ See P.27

Refer to ADF (Repeat) on P.**20** for the way of programming and cancelling ADF.

Attention
- Please use the same originals in size and quality.
- If paper is jammed during printing with ADF on, be sure to restart printing as follows after removing the jammed paper and pressing the Reset key:

  ○ Press PRINT START · STOP button to continue printing.

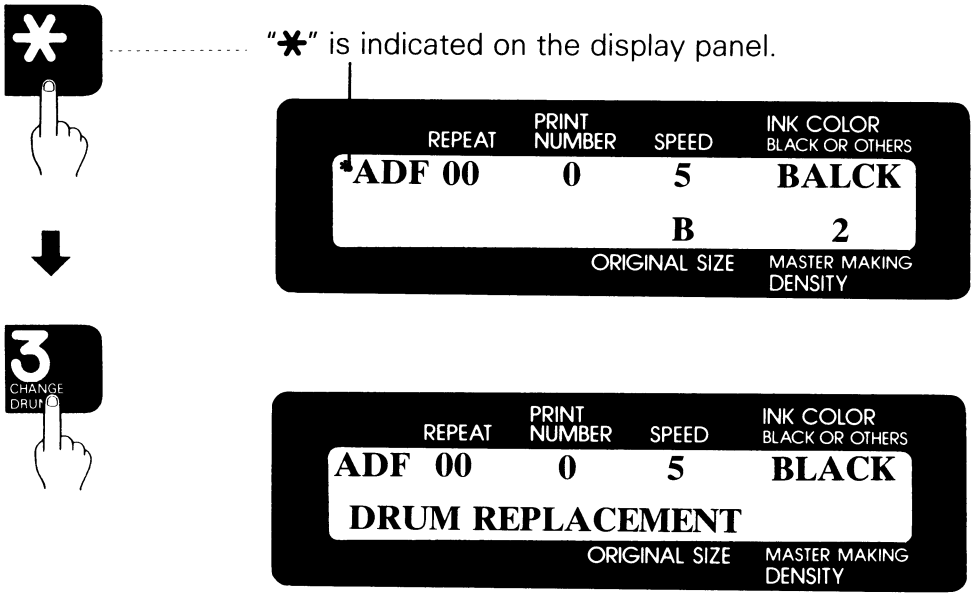
  ○ Pressing MASTER MAKING START · STOP button to continue printing may cause the miscounting of the prints.

- Even in printing with ADF on, a not-counted sheet is printed at first for each original to improve the ink flow.

Note
This sheet of paper is not counted by the total counter.

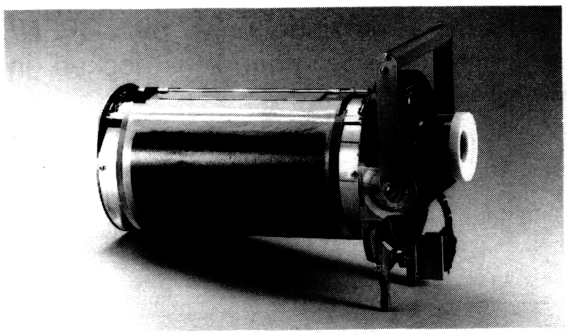
• Replacing Drum (Color Change)

If you want to replace a drum for color-change, the following operation is necessary to release the drum lock so that the drum can be pulled out.



- When the beeper sounds and the green confirmation lamp is lit, the drum can be pulled out.
- Refer to P.23 for the procedure for replacing drums.

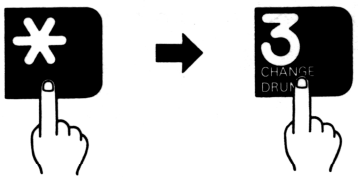
How to Change Colors



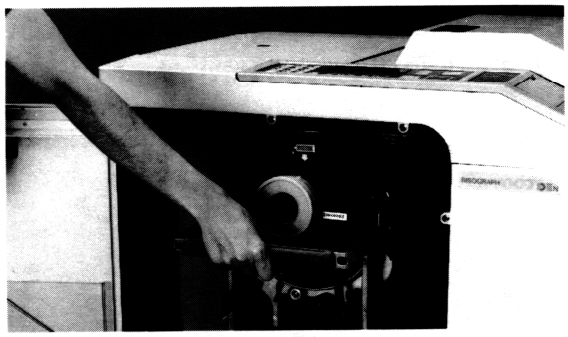
Color Drum (Option)
Replace the drum for color when you want to change the print color.

- Five colors are available: black, blue, red, green and blown.

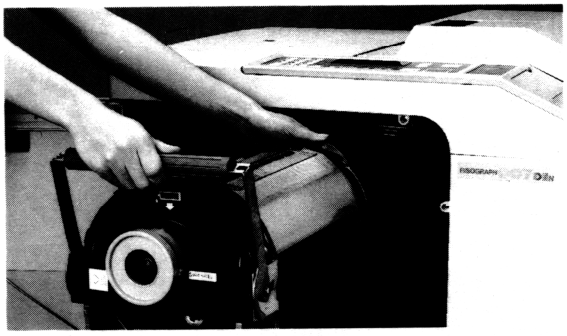
Operational Procedures for Replacing Drums

1. 

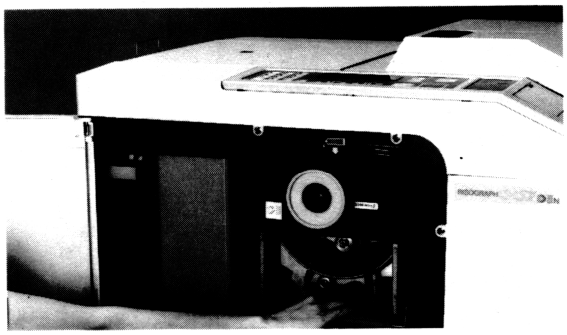
The drum lock is released by this operation, so the drum can be replaced. ➡ See P.22
A buzzer sounds, and the green "Drum OK" lamp lights.



2. Raise the hand lever, and pull out the drum.

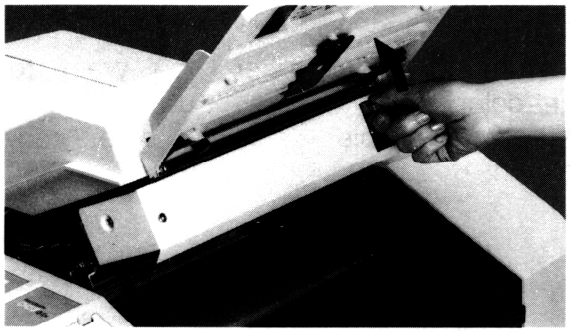


3. Lift the drum straight up off the drum carriage.

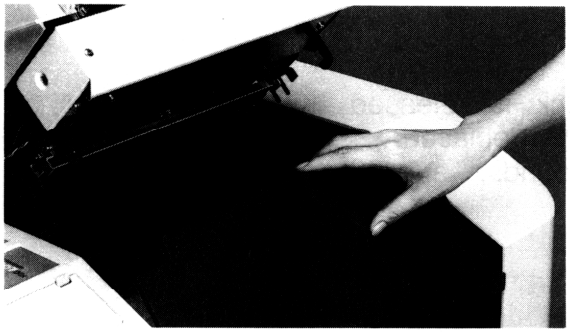


4. Insert the color drum.
Once the drum is installed on the carriage, slide the drum into the machine. Then lower the handle to lock in the drum.

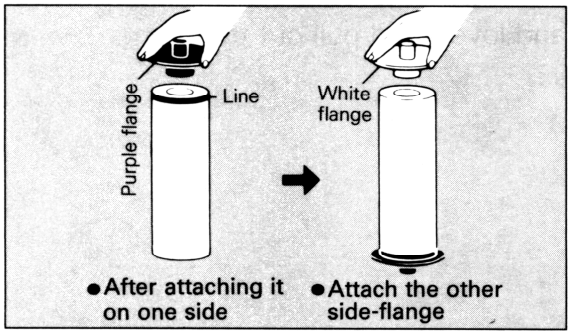
How to Change the Master



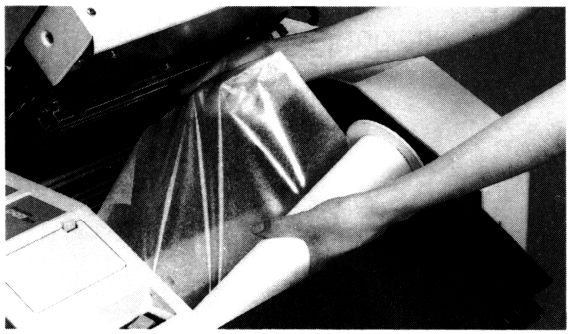
1. Release the master-making unit by OPEN/CLOSE lever, and raise it until it is locked in the Up position.



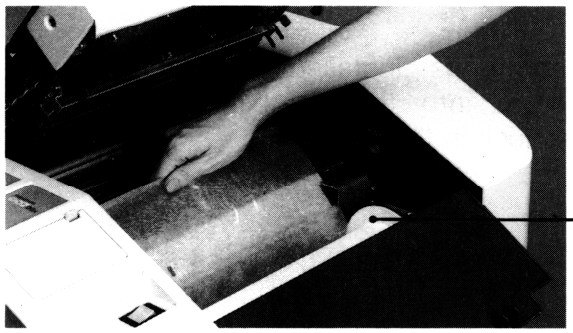
2. Open the cover (over a master roll) and raise the bar marked "B".
   Take out the used master roll from the holder, and remove the flanges on both sides.



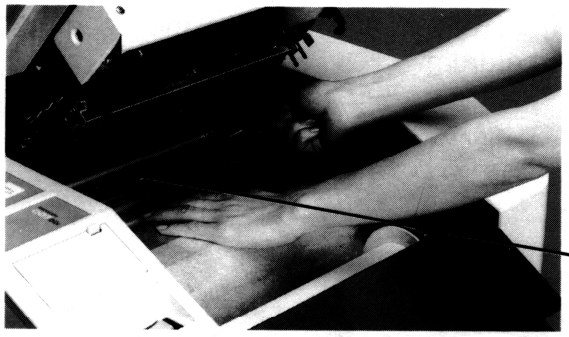
3. Stand a new master roll upright as shown in the left figure, and attach the flanges.



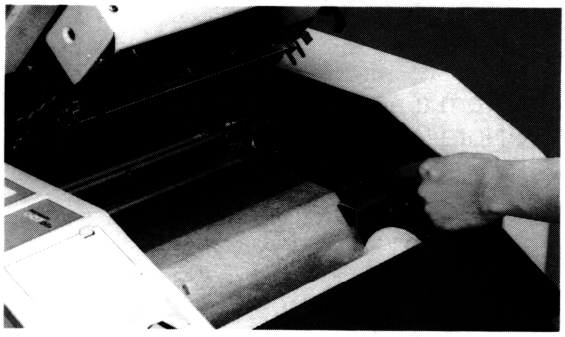
4. Set the roll into the holder so that the master can be fed from the bottom of the roll.



5. Pull out the end of the master, and pass it under [A].



6. Making sure that lever [B] is raised, insert the end of the master between the transfer roller and the lower roller (under the flat guides) until the master extends beyond the orange line on the drum, and lower lever [B].



7. Press the cutter button (See Note.)

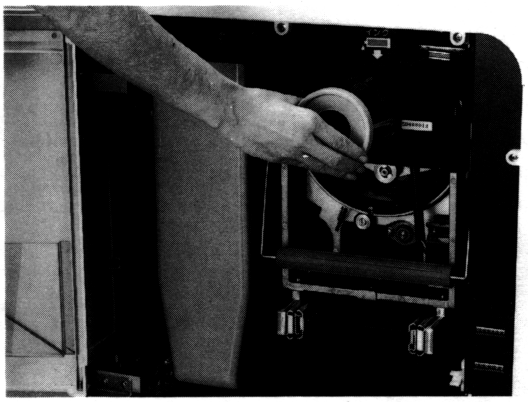
8. Remove the cut edge of the master.

9. Press the jam-reset button on the operation panel.

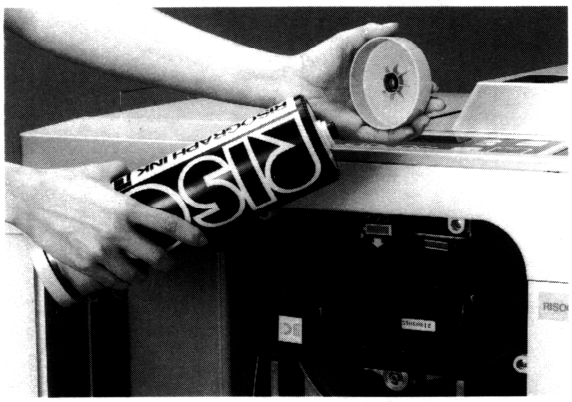
10. Close the cover over the master roll, and then close the master-making unit.

Note: If the cutter button doesn't actuate, press the jam-reset button again.

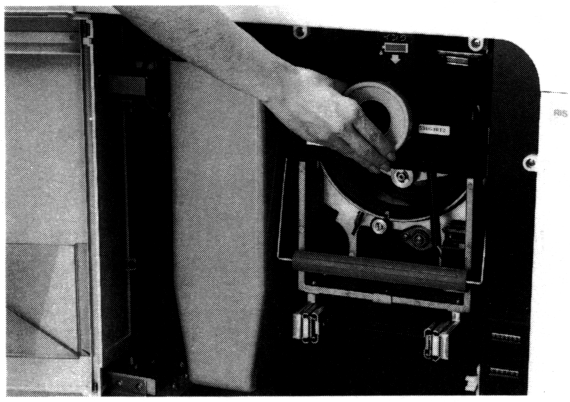
How to Change the Ink



1. Open the front cover, and pull out the used ink bottle from the drum.



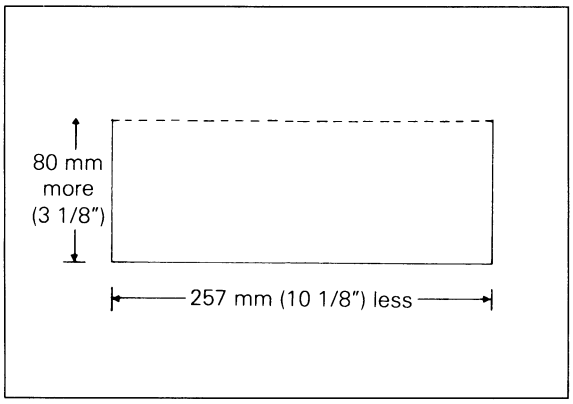
2. Remove a cap from a new ink bottle.
   (See Note 1 & Note 2.)



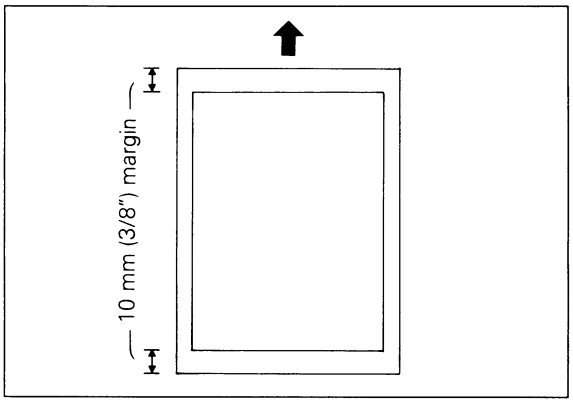
3. Insert the new ink bottle until its end reaches deep into the drum.
   Close the front cover.

Note 1: Make sure to use the ink of the same color only.
Note 2: To change the print color, you can replace the drum (not an ink bottle) for color.

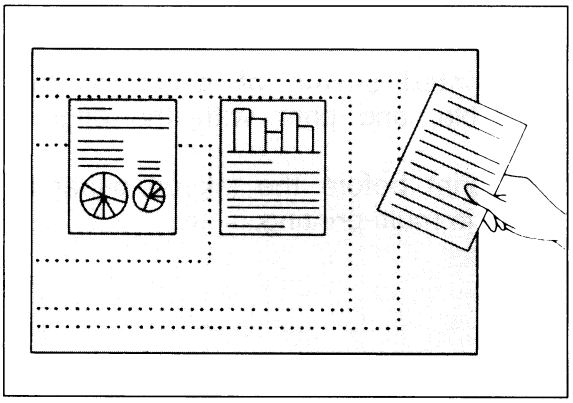
How to Make the Original Fit to Print



1. Please make sure that the paper being used for originals is less than 257 mm (10 1/8") in width and more than 80 mm (3 1/8") in length.
- 80 mm (3 1/8"):
- 257 mm (10 1/8"): width of B4 size paper



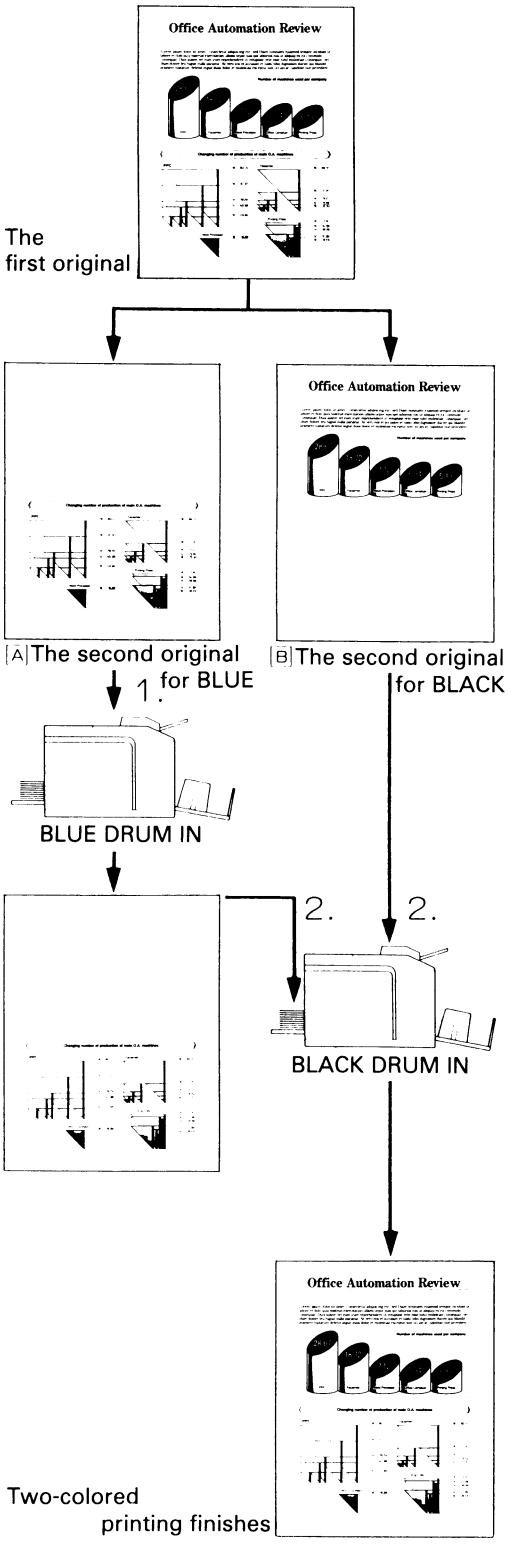
2. Please make sure that you have more than 10 mm (3/8") margin at the top and bottom edges of originals.



3. Please use a carrier sheet for the following originals.
- Patched-up originals
- Originals which have many curls and wrinkles
- Transparent originals (ex. tracing-paper)
- Surface-coated originals
- Originals with ink or glue or white liquid wet
- Originals whose top is torn up
- Very thin originals
- Very thick originals (However, you can't use the sheet heavier than 135 kg or 298 lbs)
- Chemically treated originals
  (ex. carbonless duplicating paper, carbon paper)
- Art paper

Note: You can't use ADF function with a carrier sheet.

Two-colored Printing



- The following is the way of two-colored printing. It will help you to get a better multi-colored print.

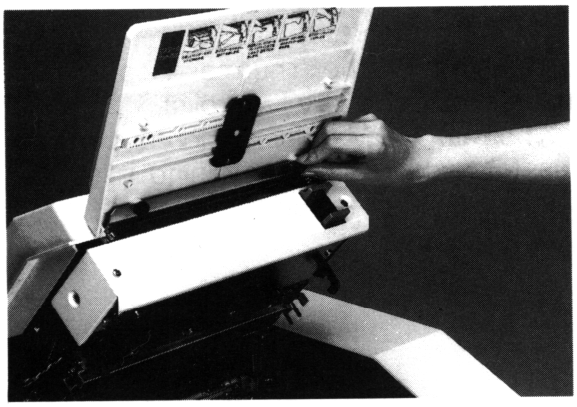
- At first separate the first original into two parts. And make the second originals for tow-colored printing.
  You can get two second originals more easily by making two copies of the first original by a copier and by cutting out each part for each second original.

1. Install the blue drum in the machine, and print the original "A".
   - Replace the blue drum for the black drum. Please refer to P.**23** for replacing drums.

2. Add the blue-printed sheets of paper on the paper-feeding table, and print with the original "B".
   - Please don't print before the ink on paper is completely dry in multi-printing.

Note Registration (alignment of colors) is attained by adjusting the "printing position" (vertically) on the display panel with the printing Height button, and the dial adjustment (horizontally) on the paper-feeding table.

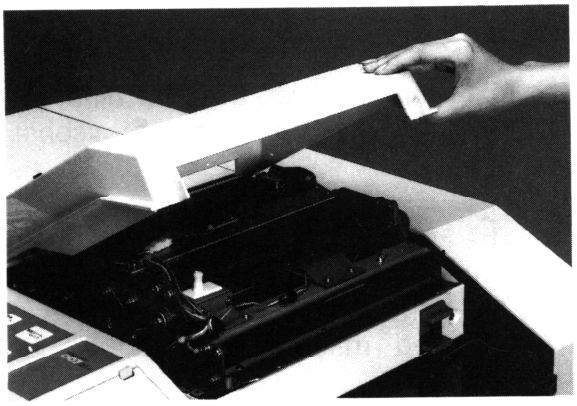
Cleaning



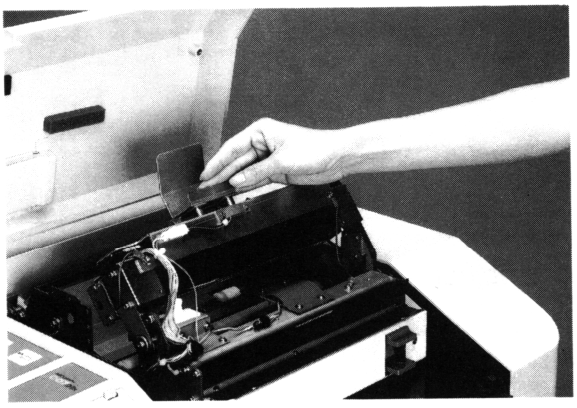
● Cleaning the Image Scanner

Clean the Image Scanner when stains or lines appear on prints, which are not on originals.

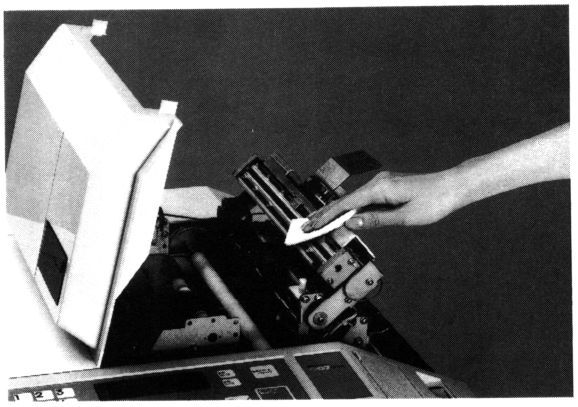
1. Loosen the set screws and slide off the original-holder.



2. Remove the upper cover of the master-making unit, lifting the right side of it.



3. Lift the knob of the scanner, and turn the glass face of the scanner upwards.



4. Clean the glass face with a soft cloth or tissue. Restore it to the original operation condition by reversing the above-mentioned procedure.

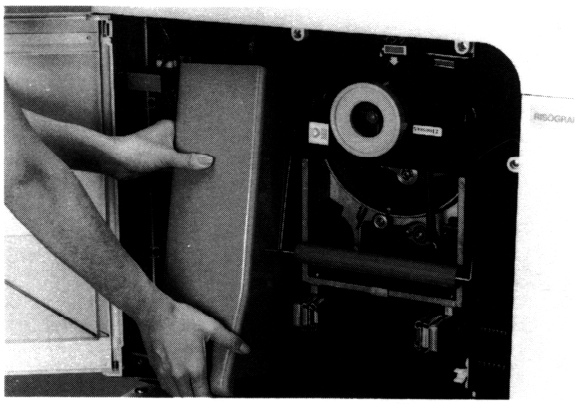
- **Cleaning the Thermal Head**

Perform the cleaning of the Thermal Head when replacing a master roll (for every two rolls).

- Clean the Thermal Head (black-colored part) inside the master-making unit, by wiping it several times with a soft cloth or tissue.

- **Cleaning the External Parts of the Machine**

Please use RISO OK CLEANER to clean because the external parts of this machine are made of plastics. Avoid the use of the cleaners including solvents such as alcohol.



- **Dealing with the Master Disposal box**

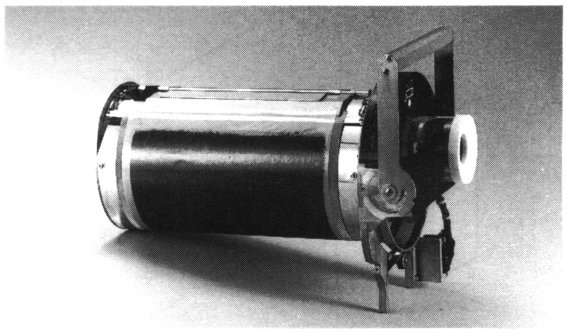
Used masters are held in the Master Disposal Box set inside the front door.

Cast away the used masters before the box gets full.

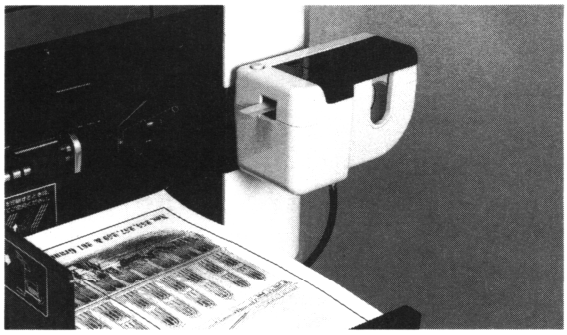
Note: Be careful not to touch the Thermal Head with a hard object.

Options & Information

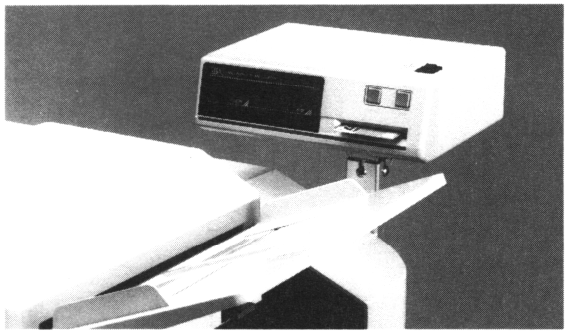
• Options



Color Drum
This drum is a cartridge-type one allowing the simple change of color.
Printing with two or more colors can be done easily.
Five colors are available: black, blue, red, green and brown.

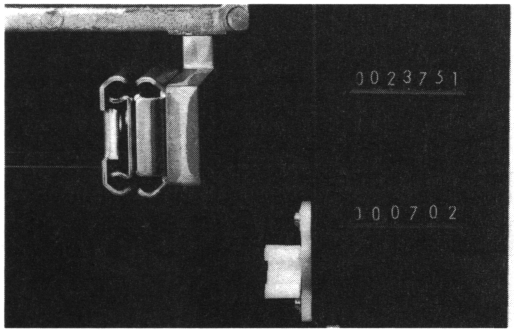


Tape Sorter
Use this equipment together with ADF (Automatic Document Feeder).
Prints can be separated for each original by the tape.



Card Counter
By using this equipment, cost control can be more easily done with an individual card for each department using this machine.

• Information



Total Counter & Master Counter
The Total Counter indicates the total number of prints made by the machine.
The Master Counter indicates the total number of masters used by the machine.
The consumption of printing paper and masters can readily be known at a glance.

Printing Paper
This machine is designed to use the paper of thickness from 40 kg to 135 kg (16 lbs to 67 lbs).
So we request you not to use the paper outside this range.

Ink & Master
Please use the RISO ink and masters exclusively.
If not, we can't guarantee the proper performance of the machine.